

NEW JERSEY BROWNFIELD REDEVELOPMENT TASK FORCE

**DATA & MARKETING COMMITTEE**

MINUTES OF MEETING HELD TUESDAY, JANUARY 26, 2006

10:00 P.M. – 12:00 P.M

DEPARTMENT OF COMMUNITY AFFAIRS  
101 SOUTH BROAD STREET  
TRENTON, NEW JERSEY  
OFFICE OF SMART GROWTH LIBRARY - 7TH FLOOR

**Committee Members Present—**

George P. Kelley – Public Member, Committee Chair  
Dennis Toft – Public Member, Task Force Chairperson (Via teleconference)  
Frances Hoffman – NJ Department of Community Affairs, Office of Smart Growth  
Nicole Royle – NJ Economic Development Authority  
Lauri Sheppard – NJ Redevelopment Authority

**Committee Members Not Present—**

James Simmons – NJ Commerce, Economic Growth and Tourism Commission (via teleconference)  
Yuki Moore Laurenti, Public Member – Financial  
Dan Reynolds, Deputy Attorney General

**Other Attendees—**

Cynthia Weiser, Brownfields Program Assistant  
Namibia Muid, OSG Intern

**I. WELCOME & CALL TO ORDER—**

George Kelley, Chairperson of the Data and Marketing Committee of the NJ Brownfields Redevelopment Task Force, welcomed the Committee and called the meeting to order at 10:00 a.m.

**II. ANNOUNCEMENT OF ADHERENCE TO OPEN PUBLIC RECORDS ACT—**

Ms Hoffman read the Announcement of Adherence to Open Public Records Act

**III. ROLL CALL—**

Cynthia Weiser called roll and attendance was noted for the record. A quorum was present.

**IV. PUBLIC COMMENTS—None**

**V. MEETING MINUTES—**

Ms Royle moved to accept the minutes of the November 22, 2005 meeting; Ms Sheppard seconded. The motion was passed.

**VI. COMMITTEE BUSINESS—**

**A. Task Force Priority**

Funding support for Brownfields Inventory

There are currently three potential sources of support:

- o Current USEPA Grant—\$119,000 for 10/1/05-9/30/06, available just at the beginning of this month, one quarter of which, approximately \$30,000, will be used immediately to reimburse DCA/OSG expenditure that supported the Inventory and related costs
- o State appropriation of \$285,000. This appropriation resulted from the passage of A1633/S2116. It is projected that these funds will be used to provide staff support plus outreach costs to build the Brownfields Inventory. It is anticipated that the State appropriation will be used to hire the two principal staff (Site Mart manager and C-MAP program coordinator).
- o Unexpended grant funds from a TBA/VCP grant. A letter was sent by Ken Kloo to EPA asking that the funds be held in reserve for use by Department of Environmental Protection and DCA. Budget detail is needed by USEPA so that funds can be released. The DCA proposes to use its share, approximately \$200,000, to build the inventory and support related Task Force activities.

It is a priority of the Task Force to obtain permanent funding for the Inventory and related Task Force activities, either as a line item in the department's budget, or to apply annually to legislature for an appropriation. The line item may prove difficult because of competition between DCA's programs for limited funds.

It was suggested that the issue be raised in a meeting with the major bill sponsors.

- o Progress Report: As soon as can be reasonably expected, a meeting should be arranged with Senator Smith and Assemblymen Chivukula, with Ms Hoffman, Ms Sheppard, Mr. Toft, Mr. Simmons, Mr. Kloo, and Mr. Kelly, in attendance at minimum, to determine what information should be collected for the reports required by the recently passed Bill (A1633/S2110) and appropriation. The Task Force should present to the legislative officials a draft list of measurements for tracking progress.

It was noted that it may be two weeks or more before DCA actually receives the funds. Although the former Acting Commissioner was considering proposing that this allocation be exempted from the hiring freeze, this issue now needs to be put before the new commissioner before any action is taken.

- o The Data and Marketing chair and Task Force secretary will confer with Larry D'Andrea regarding the circumstances of the unexpended grant funds.

**B. Outreach Activities**

- o Data Day – March 31: The \$119,000 grant will cover the cost of the facilities. The "Hold the Date" notice was sent out and follow-up phone calls will be made. The byline is, "100,000 hits – Find out what it's all about." The list is ready, certificates are being printed and a visit to the War Memorial has been undertaken.

EDA can provide a list of all Hazardous Discharge Site Remediation Funds projects with addresses of over 1,000 contacts. Primarily, the invite list consists of representatives from municipalities that are responsible for economic development and/or planning.

The invitation will be reviewed by the DCA Commissioner. The Governor will be invited, as well as other legislative officials, including Assemblyman Chivukula.

**C. NJ Brownfields Inventory**

SiteMart Update: Namibia Muid, an undergraduate student with Rutgers School of Public Health, is interning with OSG and entering data into the Site Mart. Ms Muid is also working

with the BRIT, entering the project properties into the SiteMart. Two more interns will be assisting with the BRIT on a limited basis.

The total number of hits on the SiteMart for the first three weeks of January is approximately 68,000, in keeping with the monthly average of 100,000. Inventory includes about 1,445 sites, with 107 properties available for redevelopment. Approximately 540 properties are in various stages of completion.

Part of anticipated EPA grants are being applied to enhancements to the Site Mart—adapting the tables in the database to include all fields necessary requirements for the EPA brownfields grant recipients to simplify their report production:

- Adding and modifying certain existing fields on the database
- Making the Site Mart more user friendly

John DiFina at DEP advised the SiteMart administrator of the steps needed to get an I-Map Brownfields, which would automatically link the SiteMart to the GIS application. This will help the SiteMart more accurately locate the brownfield sites.

#### **D. Statewide Environmental Insurance**

Mr. Kelley, Ms Healey, Mr. Toff, Dr. Hoffman, and Peter Meyer and Kristin Blount, EPA technical consultants met initially on Wednesday, November 23 to begin planning the symposium. Participation in the symposium will be by invitation. The NJ DEP and Acting Commissioner of Banking and Insurance were apprised that this meeting was taking place. Estimates of the cost of the meeting should be available shortly. However, plans can not move forward until approval to hold this event is granted by the Commissioner of DCA. The two suggested dates for the event are May 4-5, or May 11-12.

Federal grants will cover the cost of the event and lodging; the state appropriation will be used to cover costs not allowed under the federal grant. If the grants and the State appropriation do not cover costs, the Task Force may need to seek sponsoring contributions from private sector sources, being careful to avoid any perception of being out of compliance under State policies

If approval is received from the Commissioner, possibly within the next week, the budget will need to be refined. Our Deputy Attorney General will provide guidance if private support is sought. A list of presenters/facilitators is being formulated, and more work needs to be done. Approval from the Commissioner needs to be received before Peter Meyer and Kristen Blount are asked to return to the discussion.

#### **E. Other**

- Multiple agencies in the State are working on Portfields issues, with DOT having overall involvement because of freight management in the Port. The Department of Commerce is looking into how our current incentives are serving or not serving the redevelopment of ports and warehousing. EDA and the NY/NJ Port Authority are conducting a large promotional campaign for the port in addition to their joint targeted study.
- Outreach—June 7, 2006 – Forsgate Country Club, Monroe Township: Organized by the League of Municipalities and the US Green Building Council, with many partner and supporting entities, including the Brownfields Redevelopment Task Force.

#### **VII. RECOMMENDATIONS—None**

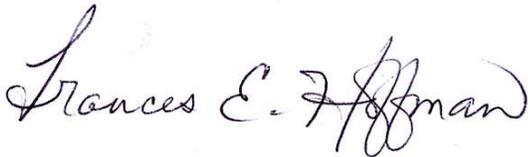
#### **VIII. COMMITTEE MEMBER COMMENTS—**

- Concerns with implementing the new amendments to the Hazardous Discharge Site Remediation Funds program were raised—prioritizing recipients, determining funding limits and reasonableness, efficient review of applications, etc.
- It was announced that Adam Zellner was appointed the new deputy commissioner of Department of Environmental Protection.
- It was announced that Sue Boyle is on loan to the NJ Chapter of National Brownfields Association as CEO. Tim Consella, Co-chair on their legislative committee will be attending the Policy and Legislative committee meetings.
- An announcement of the Data Day event and Statewide Environmental Insurance symposium will be made at the next Task Force meeting.
- A request was made for recommendations for the types of advisory groups that could be invited to participate in the Task Force meetings.
- Ms Royle offered to send contact information for a possible advisory group member organization.
- Ms Spinelli of Hudson County Economic Development Agency was also recommended.
- Other suggested groups were the NJ Business and Industry Association, NAIOP, NJ Future. It was recommended that a draft list be prepared for the Task Force to consider.
- The NJBIA monthly report on their web site was noted. It will list their positions on current legislation, including a pre-file of the new bills, priorities for environment/brownfields, etc. It could prove to be a useful resource for the Task Force.

**IX. ADJOURNMENT—**

Ms Royle moved to adjourn; Ms Sheppard seconded. The meeting was adjourned at 11:40 a.m.

Respectfully submitted,



Frances E. Hoffman  
Secretary, New Jersey Brownfields Redevelopment Task Force

Prepared by Cynthia Weiser  
4/18/06